

**FIRE FACT NO. 014 CHECKLIST(s): 99**

**TITLE : LOCKING ARRANGEMENTS**

**CHECKLIST ITEM(s) : 99-38**

**REFERENCE(s) : 91-101/5.2.1.5.5**

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There is no doubt of the Kansas State Fire Marshal's position regarding the locking of exits. **No hasp, chain or padlock can be placed on any exit door containing panic hardware at any time.** The only exception is the permitted use of drop-in security bars when the building is occupied by **less than ten persons only**. We do offer some suggestions for security concerns.

There is nothing in the code that says the doors have to be accessible from the outside. If the exit door is from an area of the building where entry is not needed, you can remove any outside hardware or the handle on the door, and replace it with a blank plate or cover. Doors can also be equipped to sound an alarm whenever they are opened. Occasionally, we find assembly rooms that do not require panic hardware by the Kansas Fire Prevention Code. This hardware can be removed or altered **only** when reviewed, approved, and documented by the Kansas State Fire Marshal.

As stated earlier, we do permit the use of drop-in security bars when the building is occupied by no more than ten persons. Several vendors provide these security bars, or they can be homemade. Our only requirement is the bar to be clearly identifiable when installed (painted orange or another bright color), contrast with the door hardware, and be easily removed by the typical occupant. These bars shall be removed from the doors when the building is occupied by more than ten persons and shall be stored away from the doors they protect. Storing the bars away from the exit doors will prevent them from obstructing an exit path and keep them from being placed in the door prior to the building being vacated.

**Exits are required to be available and accessible.** Wherever exiting is inadequate, the state fire marshal's office will take all necessary steps to protect the lives of school children including immediate evacuation and in these cases, buildings may remain unusable for classes until the problem is corrected and appropriate planning for continuous safe exiting is shown.



## Kansas State Fire Marshal Prevention Division

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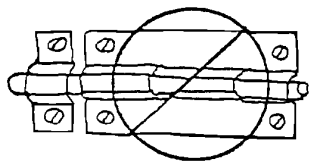
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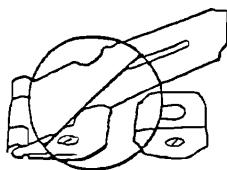
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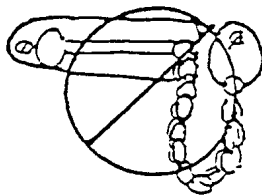
### PROHIBITED LOCKING DEVICES



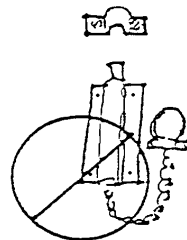
Barrel Bolt



Hasp



Locking Door Chain



Chain Bolt



### LIST OF ACCEPTABLE LOCKS

Passage Latch : Both knobs always unlocked



Exit Lock : Blank plate outside, inside knob always unlocked.



Classroom Hold-back Lock : Outside knob locked or unlocked by key. Inside knob always unlocked. Latch may be locked in retracted position by key.



Classroom Lock : Outside knob locked and unlocked by key. Inside knob always unlocked.



Classroom deadbolt Lock : Deadbolt thrown or retracted by key outside. Inside turn unit will retract bolt only.

